



DONALD L. WOLFE, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
[www.ladpw.org](http://www.ladpw.org)

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

December 12, 2006

IN REPLY PLEASE

REFER TO FILE: PD-5

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY  
PROPOSITION A DISCRETIONARY INCENTIVE GRANT PROGRAM  
NATIONAL TRANSIT DATABASE REPORTERS SAMPLING PROGRAM  
SUPERVISORIAL DISTRICT 1  
3 VOTES**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Authorize the Director of Public Works, or his designee, to accept Los Angeles County Metropolitan Transportation Authority (Metro) Proposition A Discretionary Incentive Grant funds on an ongoing basis for the El Sol Shuttle's National Transit Database information collection and reporting provided that the grant funds are less than \$100,000 annually.
2. Authorize the Director of Public Works, or his designee, to accept Metro Proposition A Discretionary Incentive Grant funds on an ongoing basis for the East Los Angeles Paratransit's National Transit Database information collection and reporting provided that the grant funds are less than \$100,000 annually.
3. Authorize the Director of Public Works, or his designee, to negotiate and execute Memorandums of Understanding (MOU) similar to the enclosed and to act as an agent for the County of Los Angeles when conducting business with Metro on any and all matters related to these grants, including requests for reimbursement.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Public Works is a participating agency in Metro's National Transit Database (NTD) Reporters Sampling program and is voluntarily submitting ridership and service miles data for its El Sol Shuttle and East Los Angeles Paratransit services to Metro. The data collection and reporting are included in our existing contracts for these two transit services. It should be noted that the grant funds will only be available as long as Public Works continues to voluntarily participate in the Metro's NTD Reporters Sampling program. Public Works may discontinue participation in this program at any time.

Delegating authority to the Director, or his designee, to accept grant funds on an ongoing basis for these transit services and to act as an agent for the County when conducting business with Metro will help streamline the grant administration process.

### **Implementation of Strategic Plan Goals**

This action is consistent with the County Strategic Plan Goal of Fiscal Responsibility by actively seeking grant funds to augment the County's funding sources.

### **FISCAL IMPACT/FINANCING**

On September 26, 2001, Metro's Board authorized annual payments of Proposition A Discretionary Incentive funds to each participating agency in the Metro's NTD Reporters Sampling program. Each year, Metro determines the reimbursement rates for each participating agency based on their passenger and vehicle miles reported. Funds received under this program will be deposited in the Transit Enterprise Fund. The collection and reporting of information is included in our existing transit service contracts and will not result in additional costs.

There will be no impact on the County's General Fund.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Each MOU and any amendment will be annually approved as to form by County Counsel prior to its execution by the Director or his designee. Public Works will return to your Board if and when funds received from Metro exceed \$100,000 or if there are material changes to the MOU as determined by County Counsel.

The Honorable Board of Supervisors  
December 12, 2006  
Page 3

### **ENVIRONMENTAL DOCUMENTATION**

Metro's NTD Reporters Sampling program does not constitute a project as defined under Section 15378 of the California Environmental Quality Act. This action will not result in direct or indirect physical change of the environment.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

This action will have no impact on current services or projects. It will provide funds to reimburse a portion of the costs incurred in providing these transit services to residents of the County of Los Angeles.

### **CONCLUSION**

Upon approval, please return two adopted copies of this letter to Public Works.

Respectfully submitted,



*for* DONALD L. WOLFE  
Director of Public Works

AGD:dv

C070391

P:\pdpub\Transit\FIXRT\_BPASS\EI Sol\BdltrNTDRev2.doc

Enc.

cc: Chief Administrative Office  
County Counsel

**PROPOSITION A DISCRETIONARY INCENTIVE GRANT PROGRAM  
MEMORANDUM OF UNDERSTANDING  
FOR COLLECTING AND REPORTING DATA FOR THE  
NATIONAL TRANSIT DATABASE  
FOR REPORT YEAR 2004**

**MOU.PAIDPWELSOL06**

WHEREAS, on November 14, 1980, the voters of the County of Los Angeles approved by majority vote Proposition A, an ordinance establishing a one-half percent sales tax for public transit purposes; and

WHEREAS, at its September 26, 2001 meeting, the Los Angeles County Metropolitan Transportation Authority (MTA) authorized payment of Proposition A Discretionary Incentive funds to each participating agency in an amount equal to the Federal funds generated for the region by each agency's reported data; and,

WHEREAS, the County of Los Angeles, Department of Public Works (the "County") has been a participant in the MTA's Consolidated National Transit Database (NTD) Reporters Random Sampling Program for Fiscal Year (FY) 2003-04 and has voluntarily submitted NTD data to the MTA for FY 2003-04 which successfully passed independent audit without findings; and,

WHEREAS, the County has requested funds under the Proposition A Discretionary Incentive Program for collecting and reporting data for the NTD from the FY 2003-04 Report Year (the "Project"); and

WHEREAS, on December 20, 2005, the Federal Transit Administration (FTA) published in the Federal Register the FY 2005-06 Apportionments, Allocations, and Program Information including unit values for the data reported to the NTD; and,

WHEREAS, the parties desire to agree on the terms and conditions for payment for the Project,

NOW, THEREFORE, MTA and the County hereby agree to the following terms and procedures

**ARTICLE 1.        TERM**

1.0     This Memorandum of Understanding ("MOU") will be effect from July 1, 2005, through June 30, 2007.

**ARTICLE 2.        STANDARDS**

2.0     To receive payment for the submittal of the FY 2003-04 NTD statistics, the County warrants that it:

- A. Adhered to the Federal Guidelines for collecting and reporting NTD statistics;
- B. Prepared and submitted the FY 2003-04 NTD statistics from the County's fixed-route and/or demand response transit service to the MTA on or before September 30, 2004;
- C. Allowed the MTA to assign an independent auditor to review the submitted FY 2003-04 NTD statistics for conformity in all material respects with the accounting requirements of the FTA as set forth in its applicable Uniform System of Accounts.

### **ARTICLE 3. PAYMENT OF FUNDS TO COUNTY**

- 3.0 MTA shall pay the County for collecting and reporting FY 2003-04 NTD statistics. This amount is equal to the 183,302 revenue vehicle miles reported by the County multiplied by the FTA unit value of \$0.38293426 per revenue vehicle mile, plus the 1,430,190 passenger miles reported by the County squared, divided by the \$1,053,729 operating cost reported by the County, multiplied by the FTA unit value of \$0.00721551, less the cost of the \$2,586 in audits paid by the MTA. See Attachment A for detail.
- 3.1 The County shall submit one invoice to the MTA prior to December 31, 2006, in the amount of \$81,613 in order to receive its payment described above.

### **ARTICLE 4. CONDITIONS**

- 4.0 The County agrees to comply with all requirements specified by the FTA guidelines for reporting NTD statistics.
- 4.1 The County understands and agrees that the MTA shall have no liability in connection with the County's use of the funds. The County shall indemnify, defend, and hold harmless the MTA and its officers, agents, and employees from and against any and all liability and expenses including defense costs and legal fees and claims for damages of any nature whatsoever, arising out of any act or omission of the County, its officers, agents, employees, and subcontractors in performing the services under this agreement.
- 4.2 The County is not a contractor, agent or employee of the MTA. The County shall not represent itself as a contractor, agent or employee of the MTA and shall have no power to bind the MTA in contract or otherwise.
- 4.3 The County agrees that expenditure of the Proposition A Discretionary Incentive funds will be used for projects that meet the eligibility, administrative and lapsing requirements of the Proposition A Local Return guidelines most recently adopted by the MTA Board.
- 4.4 These expenditures will be subject to audit as part of the MTA's annual Consolidated Audit.

**ARTICLE 5. REMEDIES**

- 5.0 The MTA reserves the right to terminate this MOU and withhold or recoup funds if it determines that the County has not met the requirements specified by the FTA for collecting and submitting NTD statistics through the MTA.

**ARTICLE 6. MISCELLANEOUS**

- 6.0 This MOU constitutes the entire understanding between the parties, with respect to the subject matter herein.
- 6.1 The MOU shall not be amended, nor any provisions or breach hereof waived, except in writing signed by the parties who agreed to the original MOU or the same level of authority.

IN WITNESS WHEREOF, the County and the MTA have caused this MOU to be executed by their duly authorized representatives on the date noted below:

COUNTY:  
County of Los Angeles,  
Department of Public Works

Los Angeles County Metropolitan  
Transportation Authority

\_\_\_\_\_  
Director

By: \_\_\_\_\_  
Roger Snoble  
Chief Executive officer

Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Legal Counsel

Raymond G. Fortner, Jr.  
County Counsel

By:  \_\_\_\_\_  
Deputy

Date: \_\_\_\_\_

Date: 4/24/06

ATTACHMENT A

LACMTA Voluntary NTD Reporting Program for FY '04  
Using FY '06 FTA Formula Grant Apportionments -- FTA Unit Values of Data

FY '04 Audited Data

Operator	MB Reporter #	# of Vehicles	Vehicle Miles	Vehicle Hours	Revenue Miles	Revenue Hours	Unlinked Boardings	Prgr. Miles	Total Operating Costs	Farebox Revenues	Dollars from Revenue Miles	Dollars from Pass. Miles Squared/Op. Costs	Net Total Dollars Generated	Minus Cost of Audit (DRAFT)	Amount to City
Alhambra Community Transit	9	8	190,823	18,504	183,191	16,674	525,135	1,157,597	\$722,639	\$121,007	\$70,150	\$13,380	\$83,530	2,566	80,964
Baldwin Park	0	6	302,253	25,249	292,859	24,163	527,636	1,163,664	\$948,228	\$128,427	\$112,146	\$11,519	\$123,665	3,799	119,866
Baldwin Park - DR		2	62,779	5,648	58,277	5,033	155,561	52,876	\$180,643	\$921	\$22,316	\$112	\$22,428	689	21,739
** Bell Gardens	16	3	82,435	8,389	74,729	6,895	195,930	431,946	\$362,145	\$35,014	\$28,616	\$3,717	\$32,334	993	31,340
** Bell Gardens - DR		3	56,769	6,793	53,171	6,045	50,185	110,676	\$318,620	\$21,571	\$20,361	\$2,777	\$20,638	634	20,004
Carson Circuit	13	8	419,287	31,558	386,431	30,119	687,030	1,514,622	\$1,656,901	\$186,987	\$147,978	\$9,978	\$157,956	4,852	153,104
** Cerritos on Wheels	15	7	415,759	23,520	367,151	22,903	218,992	482,788	\$1,016,158	\$0,522	\$140,595	\$1,655	\$137,880	4,370	137,880
Cerritos		3	112,923	10,160	90,084	7,853	22,015	117,238	\$372,057	\$11,365	\$34,496	\$267	\$34,763	1,068	33,695
Compton Renaissance	2	6	124,534	12,109	121,034	9,578	290,277	639,943	\$436,624	\$91,468	\$46,348	\$6,768	\$53,116	1,632	51,484
** Cudahy	18	1	38,314	3,480	37,708	3,177	181,578	356,214	\$131,938	\$0	\$14,440	\$6,939	\$21,379	657	20,722
** El Monte Trolley	1	7	257,365	24,917	241,590	2,638	7,368	18,632	\$87,289	\$0	\$9,137	\$29	\$9,166	282	8,884
El Monte - DR		6	127,051	10,611	110,496	23,553	670,368	1,477,889	\$1,273,616	\$244,865	\$92,502	\$12,374	\$104,876	3,222	101,654
Glendale Beeline	3	29	922,814	96,670	882,978	9,078	28,685	151,987	\$1,045,626	\$13,619	\$42,313	\$159	\$42,472	1,305	41,167
Huntington Park GP - DR		9	175,992	20,775	168,538	18,964	2,366,369	5,218,881	\$4,771,347	\$363,704	\$338,123	\$41,157	\$379,280	1,651	367,629
** Huntington Park GP - DR		6	192,242	20,475	183,302	21,903	7,642	20,469	\$769,099	\$69,207	\$64,539	\$4	\$64,543	1,983	62,560
LADOT COMMUNITY DASH	9147	147	4,354,690	425,699	3,815,147	374,437	648,721	1,430,190	\$1,053,728	\$93,197	\$1,460,950	\$186,190	\$1,647,141	55,000	1,592,141
Lynwood	10	4	130,320	12,957	127,424	12,716	379,378	836,374	\$724,890	\$86,171	\$48,795	\$6,963	\$55,758	1,713	54,045
** Manhattan Beach - DR		3	28,340	5,250	26,900	4,173	7,642	20,469	\$304,556	\$2,364	\$10,301	\$10	\$10,311	317	9,994
Maywood - DR		2	58,910	7,609	54,943	7,077	55,923	96,747	\$270,636	\$30,424	\$21,040	\$250	\$21,289	654	20,635
Monterey Park Spirit	5	6	222,785	21,466	212,772	18,713	493,178	1,087,257	\$1,024,098	\$70,235	\$81,478	\$8,329	\$89,807	2,759	87,048
** Monterey Park - DR		4	51,207	6,275	47,804	6,275	18,702	46,932	\$348,640	\$0	\$18,306	\$46	\$18,351	564	17,788
Pasadena ARTS	6	20	659,879	54,715	630,093	53,824	1,408,165	3,104,431	\$3,129,080	\$403,983	\$241,284	\$22,224	\$263,508	8,095	255,413
Santa Fe Springs - DR		2	23,976	2,814	18,205	2,040	7,356	23,435	\$180,983	\$0	\$6,971	\$22	\$6,993	215	6,778
South Pasadena GoldLink	4	6	16,711	3,562	16,036	3,514	7,028	15,494	\$179,237	\$48	\$6,141	\$10	\$6,151	189	5,962
West Covina/Go West	7	4	285,952	20,479	272,353	19,041	213,380	470,416	\$1,179,567	\$57,185	\$104,293	\$1,354	\$105,647	3,245	102,402
West Hollywood Cityline	11	4	99,374	12,311	86,192	10,468	99,229	218,760	\$598,544	\$3,213	\$33,006	\$577	\$33,583	1,032	32,551
Whittier Transit		4	162,863	14,163	157,223	13,169	255,135	562,469	\$846,587	\$75,006	\$60,206	\$2,696	\$62,903	1,932	60,970
04 TOTAL:		309	9,637,019	916,242	8,740,461	825,057	23,195,237	42,928,468	42,758,609	4,922,315	\$3,347,022	\$351,012	\$3,698,034	\$118,000	\$3,580,034

revenue mile rate 0.38253426

passenger mile rate 0.00721551

\*\* = new '04 reporter